

**Budget & Finance Committee
Regular Meeting
June 7, 2006 – 8:30 a.m.
Tribal Office Board Room**

1. Call to Order & Roll Call-

Committee Chairperson Ann Marie Johnson called the meeting to order at 8:40 a.m. Those present: Kathy Kaquatosh, Dan Maine, Harold Wilkes and Jeremy Weso. Those absent: Stephanie Awonohopay, Ken Fish and Jamie Loudbear-Wayka. Also present for the meeting: Duane Waukau, Annette Warrington and Jennifer Gauthier.

2. Moment of Silence-A moment of silence was observed.

3. Election of Officers-

Motion made by Jeremy Weso to table. Motion was seconded by Dan Maine. All those in favor of the motion signify by saying aye, 4-for, 0-opposed, 3-absent. Motion carried.

4. Committee Goals and Objectives-

Jeremy Weso informed the committee that they should come up with some goals and objectives. Currently some committee's have enormous agenda's and every month several items get tabled and makes the committee feel they aren't being very productive. Jeremy would like to see the committee make a list of issues that need to be on the agenda and instead of keeping the issue on the agenda for several months, the committee would work on an issue until completed and then put the next item on the agenda.

Committee was informed that Budget & Finance never adopted any bylaws. Chairperson Johnson would like the committee to think about what to put in the bylaws and discuss the issue at the next meeting.

5. Appropriations Policy-

Jeremy informed the committee that Rob Orcutt made some changes to the policy and every committee member received copies of the revisions.

Motion made by Jeremy Weso to approve the Policy on the Budget and Appropriations Process with the recommended changes. Motion was seconded by Dan Maine. All those in favor of the motion signify by saying aye, 4-for, 0-opposed, 3-absent. Motion carried.

6. Special Projects Monies Request/Duane Waukau-

Chairperson Ann Marie Johnson excused herself from the discussion because her son is one of the children going to the Indigenous Games in Denver and Jeremy Weso took over as Chairman.

At a previous meeting Recreation Director Duane Waukau was present to ask for funding for the Indigenous Games trip. At that meeting the committee wanted to know exactly how much money was there from other entities and through fundraisers and wanted a breakdown of the budget.

Duane Waukau distributed a handout which told the committee exactly what everything would cost and also a breakdown of all donations and fundraising money there is. The total cost for the trip is \$83,530 and the amount Duane is asking for is \$13,322.65.

Committee discussed where the money could come from and the two possible choices would be either the Energy Reserve which has a remainder of \$65,873 or the Alternative Judgment Funds.

Motion made by Kathy Kaquatosh to recommend that the Menominee Tribal Legislature de-obligate \$13,325 from the Tribal Energy Reserve and transfer it to Recreation for the Indigenous Games Budget. Motion was seconded by Dan Maine. All those in favor of the motion signify by saying aye, 4-for, 0-opposed, 3-absent. Motion carried.

7. FY '07 Budget-Expense Side-

Jeremy explained to the committee that he had hoped to have the budget applications out to directors this past Monday but due to the re-designed applications the process is taking a little longer. Jeremy stated that he hopes to have the applications out by Friday and next week training with the directors.

Harold Wilkes gave a short update on the Casino.

No action was taken.

8. FY '06 Monitoring-

Chairperson Johnson stated that she would like the ASO's to provide the committee with an update at the next meeting on which departments look like they will be experiencing a shortfall.

No action was taken.

9. Historic Preservation Museum In-Kind Match Status-

Jeremy gave a brief update. No action was taken.

10. Policy on Cost Containment Measures-

Committee briefly discussed cost containment and the reason the issue came up is because of Housing having to lay-off several employee's due to budget issues. Jeremy stated that there is a section on cost containment in the accounting manual.

No action was taken.

11. Policy on Budget Modifications-

Committee briefly discussed budget modifications and Kathy Kaquatosh will meet with Jeremy on developing a budget modification policy.

No action was taken.

12. Policy on Solicitation of Vendors-

Committee discussed the need for a policy on soliciting vendors and will discuss the issue at future meetings.

13. Policy on Rental Cars-

Committee discussed the need for a policy that would allow employee's to rent a car when on business travel. In the past renting a car was not an allowable expense. Jeremy stated that in some cases a rental car is needed and would be less expensive than taking taxi's.

Jeremy developed a policy, committee reviewed it and decided that there needs to be an insurance section which Dan Maine will work on and the committee would also like the input from the Casino which Harold Wilkes will work on.

14. Other Business-

At the next meeting the committee would like to discuss the Investment Policy.

Chairperson Johnson stated that employee's are asking her about the ATM issue. A few months ago committee discussed the possibility of placing an ATM machine in the Tribal Office Building but nothing ever came about the discussion. Committee members are in favor of having an ATM at Tribal Offices and will discuss the issue at the next meeting.

15. Adjournment-

Motion made by Jeremy Weso to adjourn. Motion was seconded by Dan Maine. All those in favor of the motion signify by saying aye, 4-for, 0-opposed, 3-absent. Motion carried.

Meeting adjourned at 10:50 a.m.

Respectfully Submitted by
Legislative Staff Services